General Position Information

Job Title: Chief/ Solutions Delivery

Position Number: CO111

Position Grade: GS-15

Salary Range: $126,233 - $176,300 (not applicable for detailees)

Vacancy Open Period: 02/25/2022 – 03/05/2022

Position Type: Cadre

Who May Apply: Internal ODNI Candidates

Division: DNI/COO/CIO

Duty Location: McLean, Virginia

Security Clearance: TS/SCI with CI Polygraph

Travel Required: 0-25% Travel

Relocation Expenses: For new ODNI employees, reimbursement for relocation is discretionary based on availability of funds.

Job Interview Travel: Candidates from outside the Washington, D.C., area may be selected for a telephone, teleconference, or in-person interview. If selected for an in-person interview, any travel or lodging will be at the applicant's personal expense.

Position Information

This is an opportunity for:

- An internal candidate to fill a GS-15 cadre position.

Who May Apply

- For a cadre assignment:

    o Current ODNI permanent cadre. (Current GS employees at the same grade or one grade lower than the advertised position grade may apply.)

Salary Determination

- The ODNI uses a rank-in-person system in which rank is attached to the individual. A selected ODNI candidate will be assigned to the position at the employee's current GS grade and salary.

Component Mission

The Office of the Director of National Intelligence (ODNI) Chief Operating Officer (COO) has the responsibility for advising the Director of National Intelligence (DNI) and administering the DNI's vision and direction to the ODNI enterprise. This includes synchronizing policy, plans, procedures, and cross-functional issues. The COO is responsible for integrating the ODNI staff to execute all missions and tasks designated by the DNI and the Principal Deputy Director of National Intelligence (PDDNI), and for overseeing the internal management of the ODNI.

The COO oversees all ODNI business operations, including such areas as human resources, diversity & inclusion, finance and budget, information technology, security, facilities, and information management. The COO is also responsible for ODNI's emergency planning.

Major Duties and Responsibilities (MDRs)

Provide leadership and/or oversight to complex IT projects or programs that may include ill-defined requirements, ambiguity, parallel tasks, multiple dependencies, high risks, and multiple interfaces; ensure alignment with strategic or corporate objectives; lead the definition and review of customer and stakeholder requirements; ensure plans and schedules are developed and followed throughout the life of the project.

Provide leadership, guidance, and oversight to project implementation and quality assurance by effectively evaluating and monitoring cost, schedule, and performance, assessing variances from the plan, and overseeing the execution of necessary corrective actions; lead project performance reviews and control gates, gather important information, and make authoritative decisions about required next steps; oversee the development and maintenance of appropriate project documentation

Ensure proper security focus and control is at the forefront of all IT solutions.

Exercise independent judgment on engineering solutions and alternative design options to meet enterprise requirements and provide guidance to junior engineers in the design and development of engineering solutions.

Conduct technical research on such topics as operational guidelines, best practices, and international standards, and develop and publish technical guidance, taking into account the potential impact and technical debt incurred by mission programs and provide transition guidance as needed.

Participate in the design, evaluation, selection, implementation, and support of development and production support tools and platforms.

Oversee the effective integration and interoperability of disparate capabilities developed by separate service providers. Lead the development of interoperability between multiple cloud service providers delivering capabilities on multiple disconnected network fabrics.

Lead the enterprise initiative to build services once and deploy consistent baselines on all network fabrics.

Mandatory and Educational Requirements

Extensive program management, analytic, and critical thinking skills, including the ability to conduct program and management assessments, identify needs and requirements, and develop non-linear process improvement recommendations for implementation across the Intelligence Community.

Demonstrated ability to balance responsibilities among project activities; ability to manage transitions effectively from task to task, adapting to varying customer needs.

Significant experience in providing leadership, oversight, and guidance to the effective management of multiple projects; in managing and mitigating risks, assessing customer requirements, identifying dependencies, and developing responsive project plans; in estimating costs and other resources using quantitative analysis to project requirements.

Demonstrated ability to communicate, both verbally and in writing, complex information in a clear, concise manner that is targeted to and meets the needs of diverse audiences with different perspectives and objectives.

Demonstrated ability to develop or implement information systems security plans and procedures.

Extensive knowledge of one or more computer disciplines/specialties (hardware, software, networks); broad knowledge of other related disciplines.

Extensive knowledge of design, development, and interconnectivity in problem analysis, structured analysis and design, and or programming techniques.

Demonstrated ability to quickly identify and apply new technologies, methodologies, and technical languages.

Demonstrated ability to design and document system specifications and produce prototypes to demonstrate design.

Demonstrated ability to monitor trends in development, including the ability to assess the viability of competing technologies and recommend the adaption of emerging technologies.

Desired Requirements

Experience: One year of specialized experience at the next lower GS-grade (or equivalent). IT related experience may be demonstrated by paid or unpaid experience and/or completion of specific, intensive training (for example, IT Certification). IT- related experience demonstrating each of the four competencies (Attention to Detail, Customer Service, Oral Communication, and Problem Solving).

Four years of program or project management experience, shall include one year of experience in federal programs and project, within the last ten years.

Education: Degree in computer science, engineering, information science, information systems management, mathematics, operations research, statistics, or technology management or degree that provided a minimum 24

semester hours in one or more of the fields identified above and required the development or adaptation of applications, systems or networks.

Key Requirements and How to Apply

Internal ODNI Candidates:

A complete application package must include:

a. **RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.

b. **PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.

c. **POSITION NUMBER:** Reference the position number in the subject line of the email and on each document submitted.

d. **COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

WHERE TO SUBMIT: *Internal ODNI Cadre Candidates* must *submit an application through the classified* JobsDNI *website*. For current employees who do not currently have access to internal systems, applications should be sent to either DNI-HR-HRM-TEAMA-Mailbox@cia.ic.gov (classified email system) or Recruitment_TeamA@dni.gov (unclassified email system). Applicants experiencing technical issues may submit their application via email to either email system.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI/TK//NOFORN level.

All Applicants:

APPLICATION PACKAGES MUST CONTAIN ALL ITEMS LISTED ABOVE. AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR CONSIDERATION.

Your application MUST be received by midnight on the closing date of this announcement. Applications received after the closing date will NOT be eligible for consideration.

To verify receipt of your application package ONLY, you may call 703-275-3888.

What to Expect Next

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will be contacted ONLY if they have been selected for an interview.

Agency Contact Information

ODNI Recruitment; Phone: 703-275-3799; Email: Recruitment_TeamA@dni.gov

Other Information

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.

COVID-19 Vaccination Requirement: To ensure compliance with an applicable nationwide preliminary injunction, which may be supplemented, modified, or vacated, depending on the course of ongoing litigation, the federal government will take no action to implement or enforce the COVID-19 vaccination requirement pursuant to Executive Order 14043 on Requiring Coronavirus Disease 2019 Vaccination for federal employees. Therefore, to the extent a federal job announcement includes the requirement that applicants must be fully vaccinated against COVID-19 pursuant to Executive Order 14043, that requirement does not currently apply.

Federal agencies may request information regarding the vaccination status of selected applicants for the purposes of implementing other workplace safety protocols, such as protocols related to masking, physical distancing, testing, travel, and quarantine.

REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES: The ODNI provides reasonable accommodations to otherwise qualified applicants with disabilities. IF YOU NEED A REASONABLE ACCOMMODATION for any part of the application and hiring process, please notify the Reasonable Accommodation Office Representative by classified email at DNI_Reasonable_Accommodation_WMA@cia.ic.gov and DNI_Diversity_WMA@cia.ic.gov, by unclassified email at DNI_DRA@dni.gov, by telephone at 703-275-3900 or by FAX at 703-275-1217 . Your request for reasonable accommodation will be addressed on a case-by-case basis. **PLEASE DO NOT SUBMIT YOUR APPLICATION TO THE EEOD EMAIL ADDRESS. THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION VIA THE EMAIL ADDRESS PROVIDED IN THE 'HOW TO APPLY' SECTION ABOVE.**